

**TOWN OF TROUTMAN
400 NORTH EASTWAY DRIVE
TROUTMAN, NORTH CAROLINA**

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

June 10, 2019 – 4:00 P.M. – Troutman Town Hall

Presiding: Mayor Pro Tem W. Paul Henkel; Council Members Present: Sally P. Williams, Paul R. Bryant, Janith J. Huffman, Judy Jablonski

Council Members Absent: Mayor Teross W. Young, Jr.

Staff Present: Justin E. Longino, Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Darrin Payne, Interim Police Chief; Emily M. Watson, Parks and Recreation Coordinator; Adam K. Lippard, Public Works Manager; George Berger, Planning Director; Gary W. Thomas, Town Attorney

Press Present: Debbie Page, SVL Free News
Megan Suggs, Statesville Record and Landmark

Others: (Sign-In sheet is attached to these minutes)

I. MAYOR PRO TEM HENKEL CALLED THE AGENDA BRIEFING MEETING TO ORDER

II. ADJUSTMENT(S) TO THE AGENDA BRIEFING AGENDA

None

*Upon motion by Council member Williams, seconded by Council member Jablonski, and unanimously carried, Agenda Briefing Agenda was approved as presented.

III. MISCELLANEOUS BUSINESS

A. Business from Council

1. Request for Special Event Street Closure from Falls Cove POA, (Janith Huffman, Council Member)

On behalf of the Falls Cove, POA President/Council member Huffman presented a request to close a portion of Ashmore Circle on June 30, 2019 for a community block party (rain date July 13, 2019). A special events application requesting the road closure, written permission from the affected property owners, and proof of insurance was submitted.

*Upon motion by Council member Bryant, seconded by Council member Jablonski, and unanimously carried, approved request by Falls Cove POA to hold the event with date and rain date as submitted.

(Copied in full, Special Event Application, insurance documentation, map, property owners consent via email is filed on CD titled: "Town Council Supporting Documents" dated June 10th and June 13th, 2019 in CD Book #1 titled: "Town Council Supporting Documents")

2. Request of a “Thank You” Letter to Fraternal Order of Police (FOP), (Mayor Pro Tem Henkel)

Mayor Pro Tem Henkel proposed that staff construct a thank you/appreciation letter for all Council members to sign addressed to the FOP for their generous contribution of \$20,000 toward establishing a splashpad at Troutman ESC Park. Council was in agreement. Council member Bryant suggested that the FOP be publicly acknowledged at the opening of the splash pad for their support.

B. Business from Staff

1. Discuss Resolution 06-19 Titled: “Resolution in Support of Iredell County Fairgrounds Remaining in Corporate Limits”, (Justin Longino, Town Manager)

In recapping Council’s discussion and request from last month’s meeting of staff establishing a resolution in support of the Fairgrounds remaining in the Town’s corporate limits; Town Manager Justin Longino presented Resolution 06-19 as requested for Council’s approval. He explained that the resolution outlines Council’s desire and reasoning for why the fairgrounds should remain in Troutman. Town Manager Longino stated that Council could approve now or put it on Thursday’s consent agenda.

Council member Bryant recommended approval now and that one or more Council representatives (himself volunteering) along with members of staff, attend and present the Resolution to the County Commissioners at their June 18th meeting. Mr. Ron Wyatt commented that the Commissioners meeting agenda is 2 weeks out for item to be accepted; therefore, the resolution should be approved today and the request to be placed on the Commissioners agenda be made first thing in the morning.

*Upon motion by Council member Williams, seconded by Council member Huffinan, and unanimously carried, Resolution 06-19 titled: “Resolution in Support of Iredell County Fairgrounds Remaining in Corporate Limits”, was approved.

For reference, Council member Bryant asked that Town Manager Longino make a list of the various events held at the Fairgrounds on an annual basis.

(Copied in full, Resolution 06-19 is filed in Resolution Book IV, Page 7)

(Copied in full, Resolution 06-19 and managers’ report is filed on CD titled: “Town Council Supporting Documents” dated June 10th and June 13th, 2019 in CD Book #1 titled: “Town Council Supporting Documents”)

IV. REVIEW AGENDA ITEMS PROPOSED FOR THE REGULAR MEETING TO BE HELD ON JUNE 13, 2019, (Longino)

Consent Agenda:

Item 11. Approval of Amendment to Schedule of Fees (5% Administration Fee for Plan Review)

Town Manager Longino stated the amendment is a result of a request by Council at last month’s Budget Workshop to add a 5% administrative fee for plan review on top of the current fee. He advised that staff has been reviewing the fee schedule and will be bringing recommendations of other changes/updates in the near future for Council’s consideration.

Item 12. Approval of Budget Amendment for Police Department (5K Funds)

Town Manager Longino explained that the proposed budget amendment is to appropriate funds for the Back the Blue 5K. Funds appropriated-\$20,000. Finance Director Steve Shealy stated that expenses for the event came to approximately \$13,000; therefore, a little over \$7,000 was raised.

Item 13. Approval of Budget Amendment-Year End

Town Manager Longino stated that the proposed budget amendment reconciles the budget for the end of the year.

Item 14. Approval of Interlocal Agreement Between Iredell County and Town of Troutman for Troutman ESC Park

Town Manager Longino stated that approval agreement is basically to update the roles and responsibilities of each party, making sure the level of service is equal between the two. The County Commissioners approved the agreement last month.

New Business:

Item 25. Consider Awarding Bid for 2018 Street Improvement Project to Carolina Paving of Hickory

Town Manager Longino stated that the lowest bid for the 2018 Street Project was Carolina Paving of Hickory in the amount of \$1,025,060. He explained that the bid included paving the entire street of Rumble Street and that if the worse portion of the street is paved and the rest cut out of the quote, it would reduce the cost considerably, and Carolina Paving is open to tweaking the numbers. Town Manager Longino stated that if Council approval the bid as is, staff will work to tweak that portion, getting the cost closer to the \$850,000 previously approved by Council. Council member Bryant led a discussion regarding pulling Rumble Street from the project and requesting new quotes. Town Manager Longino stated that if the Town was to get new quotes; the project would have to be re-bid, or Rumble Street could be cut out of the project and the Town handle the repair through a budget amendment. Council member Huffman voiced that delaying repairs will only cost the Town more dollars in the future. Mayor Pro Tem Henkel commented that he thinks the Town will be better served by leaving Rumble Street in the bid package and only repairing the section that is in need. Council member Bryant stated for the record that he is not advocating that Rumble Street not be repaired; he is concerned that a bid was asked for all of Rumble Street and then do something different within authorization of the request for the bid. Therefore, if all of Rumble is not going to be done, the street should be pulled from the project in order to figure out the actual cost of what may or may not need to be done. Council was again advised that Carolina Paving is receptive to tweaking the bid and that they are aware that the cost can change as construction happens. Town Attorney Thomas stated that the project is not finalized until the actual contract is entered into.

Discussion was also held regarding Rimmer Road; how much of it is a Town Street. Council member Bryant asked why the Town would spend \$112,000 for a road (although listed on the Powell Bill) that ends with a private drive for five or six homes that are located in the county; asking if it is worth it. He stated that the road is adequate as is with only alligator cracking and no potholes. Town Manager Longino responded yes (it is worth it), and stated that this would be the third time in asking the Town engineers to go back and reevaluate Town Streets. They have been asked to list the Town's worse streets and legally this is one of them. Council member Williams stated it would not necessarily be for the residents, but for people that use the road to enter CATS and ESC. Council member Bryant asked if possible that Council go and look at Rimmer Farm Road before Thursday night's meeting.

OTHER:

Council member Williams:

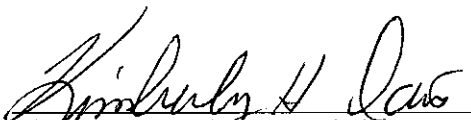
- Commented on the City of Statesville's American flags located along their downtown streets commenting that she would like Troutman to do something along the same line and asked if flag holders are still on the poles in town. Public Works Manager Adam Lippard responded that he is not sure if the flag holders are still there or if they are on every pole. Staff to research options for next year.
- Thanked Public Works Manager Adam Lippard and his department in responding to the overgrowth along curbing on the Greenway. She also voiced a complaint regarding weeds in the juniper. Public Works Manager Lippard stated that they have tried to find a herbicide to kill the weed without killing the juniper but have been unsuccessful.
- Commented that in efforts to grow the Park funds, she asked that Council think about changing the distribution percentages from ABC profits by putting less into the General Fund and increasing the percentage going to the Park from 12 ½% to 25%. Town Manager Longino to email a copy of the ABC Distribution Resolution to Council and bring back a recommendation for Council consideration.
- Asked that staff request alternative options for Hwy 21 from NCDOT. Mayor Pro Tem Henkel agreed and asked if it can be done this month. He voiced that only one option was presented on May 2nd. Town Manager Longino commented that in reaching out to NCDOT last week, he was advised that public comments/feedback will be disclosed to Council toward the end of this month. Planning Director George Berger suggested that Council may be best served to wait to receive those comments before acting. In efforts to clear up confusion regarding other options, he presented a brief explanation regarding what is to be considered alternative plans and drafts. Council expressed that the Town is giving up too much with the plan that was presented.

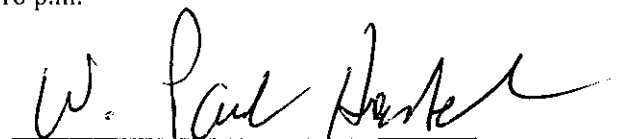
Town Manager Longino:

- Upon request by Council member Bryant, Town Manager Longino spoke to the possibility of re-aligning the schedule of Town meetings stating staff is considering recommending to shift the schedule to allow more time in-between meetings to allow more discussion, preparation, and meeting notification. Mayor Pro Tem Henkel asked that staff not propose going more than 7 to 10 days out from Agenda Briefing for the Town Council meeting as to not being able to remember things discussed. Council member Jablonski suggested that staff wait until after the upcoming election to make changes.

V. ADJOURNMENT

*Upon motion by Council member Huffinan, seconded by Council member Jablonski, and unanimously carried, Agenda Briefing Meeting of June 10, 2019 was adjourned at 5:18 p.m.


Kimberly H. Davis, Town Clerk


W. Paul Henkel, Mayor Pro Tem



(*) Motions